



## **JOB POSTING**

**Position:** Recreation Maintenance

**Dept:** Parks & Recreation

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**Position Responsibilities (include but are not limited to the following):**

- Prepare softball fields on game days
- Make preparations and assist at all major events
- Clean and maintain the Torner center/Ft. Harrison and restrooms
- Check playgrounds for any issues and fix any broken equipment
- Assist Director and Assistant Director with various maintenance duties
- Unlock and secure the facility
- Ability to operate hand and power tools and light machinery
- Maintain landscape areas, pick up trash, paint facilities
- Perform all other tasks as assigned by the Assistant and Director

**Knowledge, Skills, and Abilities Required:**

- Basic understanding of recreation
- Ability to problem solve
- Considerable ability to work well with others
- Basic understanding of light construction and machinery

**Minimum Qualifications:**

**Education/Training:** High School Diploma or equivalent

**Experience:** 2 years in field related experience. Playground safety certification, preferred

**Working Conditions:** Indoor and outdoor setting

**Physical Requirements:**

- Ability to work in a wide variety of environment, including extreme heat and cold
- Ability to see within normal parameters
- Ability to hear within normal range
- Ability to extend hand(s) and arms(s)
- Ability to stand for long period of time
- Ability to read
- Ability to push, pull, carry, and lift a minimum of 25 pounds

**How To Apply:** Applications/Resumes and professional references will be accepted in person or by mail, fax or email your resume to: City of Terre Haute, Human Resources, 17 Harding Ave, Terre Haute, IN 47807

Confidential Fax: 812-244-2302

Email: [HR@terrehaute.in.gov](mailto:HR@terrehaute.in.gov)

*Applications will be accepted until December 26, 2014.*